



AASHE Board of Directors Meeting

March 17, 2023
11:00 am - 12:30 pm

APPROVED Meeting Minutes

Attendance (X – present; R – regrets; A - absent):

Board

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|---|-------------------|
| x | Jenny Hirsch |
| x | Francois Miller |
| x | Meghna Tare |
| x | David Phillips |
| R | Raghu Raghavan |
| x | Rania Assariotaki |

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|---|-------------------|
| x | Ashwani Vasisht |
| x | Chris O'Brien |
| x | Stephania Fregosi |
| x | Daryl Pierson |
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Management & Guests

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| | Meghan Fay Zahniser (Executive Director) |
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| | Domna Gallion (Accounting & Ops Manager) |
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1. Call to Order

- Determination of Quorum
- Opening Round and Introductions

2. Consent Agenda

- November 2022 Board Meeting Minutes
- December 5, 2022 Board Meeting Minutes
- March 6, 2023 Executive Committee minutes
- March 17, 2023 Agenda

MOTION: Motion to Approve Consent Agenda

Moved by: David Phillips

Seconded by: Steph Fragosi

Motion Carried

3. Organizational Updates

Executive Director Update: Meghan

- Noteworthy:
 - Grant of \$150K from Microsoft over 2 years - received \$75K already.
 - Meghan attended an event at White House last week; great that the White House knows about AASHE but no clear next steps.
 - Meghan has call with DOE on how AASHE can facilitate funding to AASHE members
 - Chris volunteered to support since he is in DC.
 - What funds might be available directly to AASHE from DOE and other federal offices?
- One page update - effective summary for board
 - Request for detail by RESJ on membership (classifications, etc.)

Chair Update: Jenny

- Board Expectations and Responsibilities
 - Work on Bylaws last year was great focus to professionalize the board
 - Co-leadership between Meghan, Jenny, and Francois
 - Focus on governance and strategic plan this year
 - Meghan's ED goals and measurable objectives - we now have metrics and deliverables for Meghan
 - Meghan now has professional development goals formally articulated
 - 4 Objectives for Meghan:
 - Launch a new Strategic Plan grounded in RESJ
 - Launch 2 new major RESJ staff-led initiatives
 - Improve communication and processes between AASHE board and staff
 - Advance culture of accountability at AASHE
 - Stability for AASHE: Meghan has been ED for 8 years and at AASHE for 14 years
 - How does the board support Meghan and the leadership team this year?
- Committee Assignments
 - Everyone should have committee assignments now.
 - Streamline committee assignments; everyone on either Governance or Strategic Planning
 - Paying attention to succession planning
 - Attendance and Active Participation: we need everyone to be prepared and actively participate in committees.
 - Chair will reach out if there is more than one absence. Reach out if there are challenges in participation. Be all in and communicate well.
 - Committee chairs: reach out to members within next two weeks to start work
 - (Meghan) One of the best ways to contribute to the board is to raise awareness of AASHE. Forward the Bulletin or Announcements to your colleagues (on campus and in other networks). Flag AASHE in your presentations.

4. Ongoing Board Business

- Governance Update: Francois
 - Document on ED Performance Review Process & Compensation

- Board member review of ED and Meghan's own assessment.
- Start creation of Board operations manual
- Best practices in board governance and operations
- Board Member Terms (Francois)
 - Incoming board member terms have changed to stagger expertise on board
 - Staggered term implementation
 - Because of new terms implementation, new terms can not be renewed.
 - 2 or three rotate off each year providing smooth transitions for board
 - Appointed or elected: not considered in this implementation
 - Challenge with appointing is limited; percentage of appointment vs. election.
- New suggestion: Student representation on the board
 - Have we considered a student representative to the board? We had student representatives (2) about 13-14 years ago, undergrad and grad positions. Interest in pursuing again.
 - Better engagement by paying students to participate as fellows
 - Student council to contribute to AASHE? Board could facilitate student involvement in governance.
 - Involve students as focus group for specific issues rather than general board agenda
 - Those interested should get together on call to talk through and propose to board
 - Possibility to take members from the finance committee to engage students in governance; message Daryl if you are interested.
 - Include students in advisory groups
- Financial Update: (David)
 - Detailed 4Q Summary from Bernstein
 - Financials are on calendar year, still early in this year.
 - We are on track per plan for this year.
 - Question about Microsoft funding. Money will go into supporting our Centers for Sustainability Across the Curriculum (an existing program) but will also fund new ways to expand this program (e.g. support program run by Peggy Barlett).
 - This is a rebuilding year. AASHE has benefitted in past years from PPP and other federal funding (staff retention tax credits). Also, going back to an in-person conference but it will look different than past in-person AASHE conferences. We're still building out the specifics around the budget.
 - Role of conference in AASHE budget - New world where everything is more expensive. Kimberly prioritizes a profit for AASHE through the conference. Attendee expectations to manage
 - Investment in two new AASHE staff positions
 - We have challenges every year, this year is no different
- Priorities for this year:
 - Thinking northeast (Boston, Philadelphia) for 2023 conference and 2.5 days
 - emphasizing a location that would enable mass transit (buses, trains)
 - In-person board meeting on both sides of conference
 - Meghan's internal deadline to know conference destination and dates is March 31
 - Very little money going towards RESJ in this year's budget; need to prioritize this in next budget and strategic plan

5. Closing Round

- Next board meeting is Jun 16, 2023

6. Meeting adjourned at **12:30 pm**